

Insurance Commissioner



Department of Insurance  
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DATE: January 2009

TO: Annual Statement Contact  
Delaware Domestic Companies

FROM: Stephen B. White, Director of Company Regulation

SUBJECT: Information Regarding **Regulatory Filing** For Delaware Domestic Companies for  
2008 Annual Statement and 2009 Quarterly Statement Filings

This internet posting:

1. The Annual Statement "Filing Requirements" letter is a standardized state-filing checklist developed by the NAIC. Answers to questions you may have concerning filings and procedures can be found in the NAIC's [Annual Statement Instructions](#) for various insurers.
2. All companies are required to file their annual statement and quarterly statement diskettes with the NAIC.
3. All annual statements **must be properly bound with the appropriate cover**, and contain the **proper barcodes**. **The barcodes must be readable** in order to be considered received by the Department.
4. **PENALTY: A fine of \$100.00 per day may be levied for late or improperly submitted statements after the due date of March 1, 2008.**
5. This internet posting includes a spreadsheet listing of licensed Delaware Property and Casualty Companies, Life and Health Companies and Approved Accredited Reinsurers. This information is being provided to assist your company in its procedures to take credit for reinsurance in the State of Delaware. The data on this spreadsheet is located in a file called "**Approved Accredited Reinsurers**". The file was created in Microsoft Excel 2000. You may access this spreadsheet after January 15th. If you have any problems accessing the information, please contact the Department via email: [toni.handy@state.de.us](mailto:toni.handy@state.de.us).
6. **Payments: All Companies are encouraged to use OPTins to file Premium Taxes and fees electronically.**

I would appreciate your completion of the Contact Information Sheet. Please include the completed form with your statement filings, **only if information has changed**. If you have any questions concerning this form, please contact Sonia Harris via email: [sonia.harris@state.de.us](mailto:sonia.harris@state.de.us)

Thank You.